

**Alvescot Fete Committee Meeting – 27<sup>th</sup> February 2017  
Minutes**

**Present:** Kim Govan (KG) (Chair), Richard Munro (RM), Jayne Lewin (JL), Sam King (SK), Ann Cadogan (AC), Malcolm Farley (MF), Sophie Leccisotti (SL), Becky Hird (BH), Tom Bown (TB), Camilla Bartrop (CB), Julie Wall (JW)

**Apologies:** Janey Slader (JS), Tessa Farley (TF), Mike Honour (MH), Dennis Govan (DG)

		Assign- ed to
<b>1.</b>	<p><b>Minutes of last meeting</b></p> <p>These were agreed as a correct record and signed by the Chair (KG).</p> <p>No declared conflict of interest.</p>	
<b>2.</b>	<p><b>Update on CIO paperwork and insurance</b></p> <p>JL: no updates on the insurance – has sent and asked for a confirmation of the quote knowing the insurance premium tax will be slightly more.</p> <p>MF: CIO paperwork has been submitted but yet to hear any news (but no news is good news).</p>	
<b>3.</b>	<p><b>Updates on action points from previous meeting</b></p> <ul style="list-style-type: none"> <li>• ‘Fiddles &amp; Feet’ been booked. Cost is £50 as long as they can use Simon Carter’s PA system – AC to pass on Felicity’s (Cormack) email to Simon so they can liaise directly on equipment.</li> <li>• Morris Men: BH waiting to hear back from Bampton Morris Men – hopeful but waiting for confirmation of availability and cost. BH to let KG/SL/AC know once she hears from them</li> <li>• JL: Banking – not done handover with Matt Lane yet as not much going on. HSBC branch in Carterton is closing in May so will now need to use Witney branch. JL suggested opening a parallel account to Lloyds which does have a branch in Carterton. However, KG suggested her/DG would happily go to Witney to deposit cash if needed. <b>Confirmed we would stay with HSBC.</b></li> <li>• AC: Logistics – AC/TB/DG went to lockup few weeks ago and did a new inventory (SL to add inventory to the minutes) <ul style="list-style-type: none"> <li>- Need new bottle of gas for BBQ (money to be put aside)</li> <li>- X11 useable small tents, x2 large tents. <b>Agreed to buy</b> x2 new gazebos (£65-£75 each – therefore allow max. £150 for these)</li> <li>- Fire extinguisher to be checked; new but no check mark so AC to follow up on this (SK offered it could be added into School check)</li> <li>- Need to find fixings for stalls like ‘china smashing’ but do have wood for them</li> <li>- JL has stakes for signs – x3 only. Need more metal stakes - AC to follow up on this</li> <li>- AC to check how many tent pegs are in the lockup for gazebos (in case windy day)</li> </ul> </li> <li>• KG: Raffle tickets have been ordered and will arrive in 2 weeks. KG not been in touch with potential outlets (e.g. Aldi) as will wait until nearer the time. KG decided that Costa Coffee not a good place to sell tickets.</li> <li>• Raffle: Kerry Lane already confirmed 15 prizes. Logos have been forwarded to JL</li> <li>• SL: Stalls coordinator – heard back from about 70% of 2016 volunteers. SL to circulate list of stallholders to committee – everyone to look at gaps and chase people/suggest</li> </ul> <p>CB: on designer clothes should have £5/£10/£15 rail etc.</p>	<p>AC</p> <p>BH</p> <p>SL</p> <p>AC</p> <p>AC</p> <p>AC</p> <p>AC</p> <p>AC</p> <p>AC</p> <p>KG</p> <p>SL</p>

	<ul style="list-style-type: none"> <li>• Publicity: KG did an article on village fete for Parish Pump – will be published in March. KG hoping to write copy for April issue and would like to advertise quiz. Matt Lane been in touch with KG and will put ads into Brize Norton publication. KG also put in Bampton Beam. SL suggested KG put in graphic that was on raffle tickets so it was more engaging.</li> <li>• TB: photos for website; passed on photos to JS on 31 Jan.</li> <li>• AC: Sent list of stall prizes to SL – SL needs to send to Sandie Morris ahead of the Easter Break</li> <li>• Silent auction items: KG appealed in Parish Pump and to be kept in mind as time goes on. <ul style="list-style-type: none"> <li>- KG/JW: to speak to Mandy (Ralph’s partner) to ask if she would auction a picture of someone’s pet</li> <li>- KG: to ask friend (Nicky) for scented candles</li> <li>- JW: Peter/Ralph happy to auction a stay in Railway Carriages</li> <li>- JW: Family golf lesson at Heathfield Driving Range</li> </ul> </li> <li>• James Gervers agreed to be MC – BH to check if her son is available</li> <li>• Peter’s marquee been booked by RM (AC to ask Gary about his marquee as a back-up wet weather plan)</li> <li>• RM raised grass cutting at Parish Council</li> <li>• AC has fete bunting (been returned to her)</li> <li>• KG: To follow up with estate agent sponsorship</li> <li>• New stall ideas: <ul style="list-style-type: none"> <li>- JW: baby stall (Verity to run) – could include advert in the school for any mums who have anything at home. JW to write something for KG to include in Parish Pump advert. SK suggested to include poster in Drs surgery</li> <li>- Welly Wanging: need a large space (possibly in the MUGA) and confined to U-12s? Wait to see how many volunteers we have.</li> <li>- AC: ditch Roll a Penny stall and Frank Hudson (and Wendy) to run the “Best in Show” stall instead. Charge an entry fee for each piece of produce and prize to be entry fee back.</li> <li>- AC: <b>Confirmed</b> Millets Farm bird of prey demonstration (static display) could charge for photographs with birds</li> <li>- JW: happy to bring goats</li> </ul> </li> <li>• Found blackboards that can be used as stall banners</li> <li>• Animals: SL to follow up Rob Rhodes to check he can bring animals again (if not, JW can volunteer her goats)</li> </ul>	<p>KG</p> <p>KG/JW</p> <p>BH AC</p> <p>KG</p> <p>JW</p> <p>SL</p>
4.	<p><b>Fete Quiz (13 May)</b></p> <ul style="list-style-type: none"> <li>• Stuart at The Plough has agreed to lend food warmers for Fete</li> <li>• The Plough to provide food</li> <li>• Quizmaster: KG + DG</li> <li>• Questions: KG/MF to do</li> <li>• Theme: General Knowledge (to inc. country theme)</li> <li>• Bar: Matt + one other (Andy?) SK happy to help on bar</li> <li>• Everyone to encourage people to attend/each committee member to try and pull a table together (x8 people/table)</li> <li>• CB: round about Alvescot e.g. what do you know about the village? Use it as a picture round – MF/TB could do</li> <li>• No tickets needed, just book space. KG + one other to be contact number on quiz advertising</li> <li>• Tickets to be charged at 8 pounds perhead. Confirm Plough charge 3.50 per head</li> <li>• Raffle prizes: everyone to think about</li> <li>• Puddings: made/bought by committee members in 2016 – <b>confirmed everyone happy to do again (AC/SL/Vicky/Sue Williams/KG/JL)</b></li> </ul>	<p>KG/MF</p> <p>KG</p>
5.	<p><b>Race Night</b></p>	

	<ul style="list-style-type: none"> <li>• Ferret racing suggested by BH last meeting – KG researched and will be difficult to do on an evening/without lots of outside space</li> <li>• Stuart at The Plough happy to do a Cider and Real Ale evening to fundraise for Village Fete +</li> <li>• KG suggested doing a race night but would need volunteers to run the tote etc (<a href="http://www.racenightservices.co.uk">www.racenightservices.co.uk</a>) suggest keeping tote etc simple for first go</li> <li>• CB suggested to combine with Aintree Grand National and do a sweepstake on National and run through to a village race evening (Sat 8<sup>th</sup> April) <b>agreed this was a good idea.</b> Stuart to come back to confirm whether 8<sup>th</sup> April could work.</li> <li>• KG to report back to committee once Stuart has confirmed availability</li> </ul>	KG
6.	<p><b>AOB</b></p> <p>None.</p>	
7.	<p><b>Date of next meeting</b></p> <p>Monday 27<sup>th</sup> March – 7pm at The Plough, Alvescot</p>	